



Assembly Building

A guide to building Assemblies using Outputs (Basic)

Version 2.1

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Assembly Building

You have built your Playbook and analysed your documents. The AI has extracted key information, identified risks and answered your questions. Now you need to present these findings to stakeholders, clients or your team.

Assemblies transform your Flow analysis results into professional, formatted reports that you can use outside of Jylo. This guide covers how to build Assemblies using **Outputs (Basic)**—Jylo’s built-in document editor for creating output templates with hash-referencing notation.

Note

This guide covers Outputs (Basic) only. If your organisation requires advanced formatting control or branding preservation, refer to the Outputs (Advanced) section of the User Guide, which uses the Jylo Word Add-In to build templates directly in Microsoft Word.

Which Assembly Type Do You Need?

Outputs (Basic) supports two Assembly types. Choose the type that best suits your reporting needs.

Assembly Type	Description	Use When You Need
Flow Assembly	Creates one consolidated report combining data from all documents in your Flow.	Dataset reports, side-by-side comparisons, consolidated summaries
Document Assembly	Creates individual reports for each document in your Flow.	Standalone document reports, document-specific analysis, reports for different stakeholders

How Assemblies Work

Assemblies use a hash (#) reference system to pull information from your Playbook Prompts into a document template. The process follows three steps:

1. Type # in your template — start the reference in the document editor.
2. Select your Prompt — choose from your Playbook’s Prompt list.
3. Choose your format — decide how to display the information.

Creating a Flow Assembly

A Flow Assembly produces a single report that consolidates responses from all documents in your Flow. There are two approaches to creating one.

Quick Flow Assembly

The fastest way to create comprehensive reports. Use the **List As** command to display responses from all documents in one of the following formats:

Format	Description
Table	Structured grid with columns for Prompt heading, response and file name
Bullet List	Prompt heading, response and file name displayed as bullet points
Numbered List	Same information in numbered format for sequential analysis
Paragraphs	Response text only, flowing as continuous prose

Example Notation

#Ethical Breach Rating. List As. Table

Creates a table showing responses from every document in the Flow.

Targeted Flow Assembly

When you need precise control over which document’s information appears where, use **Document Types**.

Note

Document Types let you reference a specific document in your Flow by name. For example, if you are comparing a main contract against two amendments, you can create types called “MainContract”, “Amendment1” and “Amendment2”. Users must assign documents to these types when creating the Flow.

Example Notation

#Liability Terms. Document Types. MainContract. Answer. Text

Shows liability terms specifically from the document assigned to “MainContract”.

Tip

Use descriptive Document Type names like “VendorContract”, “Amendment1” or “Schedule_A” rather than generic names like “Doc1” or “Doc2”.

Creating a Document Assembly

A Document Assembly generates individual reports for each document in your Flow. The system creates separate reports based on whichever document is currently selected in the Flow interface.

The following options are available when building a Document Assembly:

Option	Description
Answer. Text	The AI's response for the current document
Answer. Document	The current document's file name
Answer. List As. [Format]	Multiple values from the current document (List of Values Prompts only)
Heading	The Prompt heading
Description	The Prompt description

Example Notation

#Key Risks. Answer. List As. Bullet List

Shows key risks from the currently selected document as a bullet list.

Practical Example

NDA Compliance Report (Flow Assembly)

Scenario: you have created a Playbook containing a single Prompt to check NDAs against your company's compliance standards. In the Flow Assembly template, you reference the Prompt label:

Example Notation

#Non-Compliant Terms. List As. Table

Creates one table containing the responses from each NDA in the Flow.

The resulting report would produce a table similar to the following:

Document	Non-Compliant Terms
NDA_Vendor_A.pdf	Definition of Confidential Information, Notice Period
NDA_Vendor_B.pdf	Duration Term, Return of Materials
NDA_Vendor_C.pdf	None — Fully Compliant

Common Issues

Problem	Solution
Empty output in report	Check whether conditional logic prevented the Prompt from running on certain

	documents, or whether the Prompt found no relevant information.
Incorrect formatting	Verify that the List As format specified in your notation matches the format available for the Prompt's answer type.
Missing Document Type data	Ensure users have assigned documents to the correct Document Types when creating the Flow.

Command Reference

Flow Assembly Commands

Command Syntax	Description
#[Prompt]. List As. [Format]	Lists responses from all documents in the specified format
#[Prompt]. Document Types. [Type]. Answer. Text	Shows the response from a specific Document Type
#[Prompt]. Document Types. [Type]. Answer. Document	Shows the file name of a specific Document Type

Document Assembly Commands

Command Syntax	Description
#[Prompt]. Answer. Text	Shows the response for the current document
#[Prompt]. Answer. Document	Shows the file name of the current document
#[Prompt]. Answer. List As. [Format]	Lists multiple values from the current document
#[Prompt]. Heading	Shows the Prompt heading
#[Prompt]. Description	Shows the Prompt description

Next Steps

For further guidance on building Playbooks and working with Flows, refer to the following resources:

- **User Guide** — comprehensive reference covering the full Jylo platform.
- **Playbook Prompting Guide** — detailed guidance on creating effective Prompts and answer types.

- **Outputs (Advanced)** — build Assembly templates in Microsoft Word with full formatting control and branding preservation using the Jylo Word Add-In.

For support, contact support@jylo.ai.